PEOPLE POLICY

Purpose

KGL Resources **(KGL)** is founded on our values of integrity, accountability, respect and sustainability. Our values shape who we are as a Company. They guide us in our everyday work and behaviours, in the decisions we make and how we treat each other, our partners and our stakeholders.

The heart of our business is all about our people and our shared passion for what we do. We genuinely care for our employees, our partners and the communities we live and work in. We are committed to supporting the wellbeing and success of our people and to making KGL a great place to work. We believe that if people are safe, healthy and happy at work, they will deliver their best performance.

Our People Policy is designed to be read in conjunction with our core policies, corporate standards, procedures, site specific policies/rules, and relevant industrial instruments.

Objectives

KGL is committed to and accountable for:

- Promoting and enabling a safe, healthy and balanced lifestyle for our employees both at home and at work;
- Ensuring our employees are competent and maintain appropriate tickets, licences and qualifications to perform their duties;
- Supporting the career development and personal growth of our employees and encouraging them to be their best by providing opportunities to build their technical, leadership and professional capabilities;
- Building and retaining an appropriately skilled and capable workforce through proactive workforce planning, recruitment, retention and succession strategies;
- Ensuring our reputation is protected and enhanced through fair, equitable, sustainable and legally compliant people practices;
- Supporting our employees to be themselves and fostering a diverse, inclusive and respectful culture where every voice is heard, every idea is encouraged, and everyone is supported;
- Implementing sustainable and competitive remuneration and benefits practices to ensure we attract and retain the right employees;
- Maintaining a positive and sustainable workplace relations environment based on our values, strong and positive employee relationships and maintaining open communications with all stakeholders.

Accountabilities

KGL employees and contractors are accountable for:

- Ensuring that they are familiar with applicable laws, policies, standards and procedures, and seeking clarification from management where necessary;
- Acting with integrity and respect, which includes ensuring that their behaviour is not offensive, intimidating or disrespectful of other people within the workplace;
- Maintaining a professional standard of conduct and performance in all matters relating to KGL operations. This includes acting in a manner which protects and enhances KGL's reputation;
- Proactively contributing to a positive, safe and healthy work environment. This includes always acting diligently, presenting to work in a fit state, and performing duties and activities safely and competently with reasonable care and skill.
- Complying with all lawful and reasonable directions given by KGL or by its managers in relation to their employment/engagement;
- Raising any concerns they have about our operations to their Manager or another senior staff member.

Managers are also accountable for:

- Ensuring that employees, contractors and other persons at the workplace understand their obligations in relation to this Policy;
- Actively promoting this Policy and taking steps to ensure that any breaches or potential breaches of this Policy are identified, taken seriously and acted upon immediately.

Related Policies and Procedures

People Policies:

- CP2-POL.03 Recruitment and Retention
- CP2-POL.04 Remuneration
- CP2-POL.10 Grievance Procedure
- CP2-POL.14 Indigenous Relations
- CP2-POL.16 Annual Leave
- CP2-POL.17 Personal/Carers Leave
- CP2-POL.18 Compassionate Leave
- CP2-POL.19 Community Service Leave
- CP2-POL.20 Leave without Pay
- CP2-POL.22 Family and Domestic Violence

Related Policies:

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INTEGRITY
We do what we say
ACCOUNTABLE
We own our actions
RESPECTFUL
We act with dignity
SUSTAINABLE
We achieve robust outcomes

Document Information	
Doc Ref:	KGL-POL-HR-02
Author:	Group HR Manager
Status:	Approved
Version:	1.0
Date Created:	10/09/2021
Date Issued:	12/10/2021
Location:	Corporate Office

Revision History

Version	Date	Author	Description
1.0	**12/10/2021**	**CFO**	**Initial Policy Adopted**

Distribution History

Version	Date	Description
1.0	**11/01/2022**	**Uploaded to website**